



## Cabinet Office

### **ED Staffing Carbon Reduction Plan: January to December 2023**

#### *Introduction:*

ED Staffing, as a fast-growing niche locum agency providing candidates to Government Procurement Service standards, recognises the importance of taking action to reduce our carbon footprint. This carbon reduction plan outlines our commitment to sustainability and our initial steps to achieve this goal. Due to the absence of specific data, we will focus on averages and general strategies to minimise our environmental impact.

ED Staffing is committed to making ongoing efforts to reduce our carbon footprint. Beyond this initial plan, we will continue to seek innovative ways to become more environmentally responsible and contribute to a sustainable future.

- In the first quarter of 2024, ED Staffing will conduct a comprehensive assessment of our carbon footprint. This will involve an audit of our energy consumption, transportation emissions, and other relevant factors.
- Seek partnerships with environmental consultancies or experts to help us gather data and assess our carbon emissions more accurately.
- ED Staffing will establish specific and measurable carbon reduction targets. These targets will be based on the data collected during the assessment period.
- Targets will encompass energy efficiency, transportation, waste reduction, and other relevant aspects of our operations.
- Implement energy-saving measures in our office facilities. This includes installing energy-efficient lighting, adjusting temperature controls, and promoting a "turn off when not in use" policy.
- Encourage employees to work remotely where feasible to reduce the need for daily commuting.
- Promote carpooling and public transportation among employees.
- Encourage the use of low-emission or electric vehicles for work-related travel.
- Explore options for video conferencing and remote work to reduce the need for travel.
- Launch a comprehensive recycling program in our office spaces.
- Minimise single-use plastics and other non-recyclable materials.
- Educate employees on responsible waste disposal and reduction strategies.



- Conduct employee training and awareness programs on carbon reduction and sustainability.
- Encourage employees to participate in the company's sustainability efforts and share their ideas for improvement.
- Regularly monitor and assess our progress towards reduction targets.
- Prepare a year-end report on our carbon reduction efforts, highlighting achievements and areas for improvement.

*Conclusion:*

This initial carbon reduction plan outlines our commitment to reducing our environmental impact while acknowledging the absence of specific data. ED Staffing's management team, with their combined 18 years of experience in the locum market, will lead the charge in implementing these measures and setting the stage for a more sustainable future in emergency medicine staffing. We are dedicated to fostering a culture of environmental responsibility within our organisation and making a positive contribution to the fight against climate change.



# Carbon Reduction Plan Template

## ED Staffing

Publication date: 20<sup>th</sup> January 2024

### Commitment to achieving Net Zero

**ED Staffing** is committed to achieving Net Zero emissions by 2040.

### Baseline Emissions Footprint

In our pursuit of sustainability and carbon reduction, ED Staffing recognises the importance of establishing a clear baseline for our emission footprint. We understand that this baseline serves as a fundamental reference point for measuring progress and making informed decisions to reduce our environmental impact. While the absence of specific data necessitates approximations and averages, we are committed to transparency and accountability in our carbon reduction efforts.

We initiated a comprehensive assessment of our carbon footprint. This assessment included an audit of energy consumption, transportation emissions, and other relevant factors that contribute to our overall carbon emissions. We acknowledge that the data collected during this period is based on estimates and general figures due to the absence of specific information, yet it forms the foundation of our commitment to sustainability.

Our baseline emission footprint, though approximated, will be used as the starting point against which we will set reduction targets. These targets, to be established by the end of 2023 for the year 2024, will be specific, measurable, and aligned with our commitment to reducing our environmental impact.

As we embark on this journey, ED Staffing is fully aware of the significance of this baseline data. It provides us with a critical benchmark against which we will measure our progress in achieving carbon reduction targets. Our management team, with a combined 18 years of experience in the locum market, is dedicated to leveraging this data to develop strategies and initiatives that drive meaningful change.

We recognise the importance of ongoing monitoring and reporting to ensure that our carbon reduction efforts are effective and sustainable. As we continue to gather more accurate data and refine our strategies, we are committed to adapting and evolving our plan to meet and exceed our reduction targets.

In the absence of precise data, ED Staffing is committed to transparency, accountability, and continuous improvement. We understand the importance of this baseline emission footprint in our journey toward a more sustainable future. Our commitment to environmental responsibility and our dedication to making a positive contribution to combat climate change remain unwavering.

<b>Baseline Year: 2023</b>	
<b>Baseline year emissions:</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	<b>Scope 1 – Direct Emissions</b> <span style="float: right;"><b>tCO<sub>2</sub>e</b></span>
	Stationary Combustion (Boiler, Generator) <span style="float: right;">0.0000</span>
	Mobile Combustion (Company Fleet) <span style="float: right;">0.0000</span>
	Process Emissions (On-Site Manufacturing) <span style="float: right;">0.0000</span>
	Fugitive Emissions (F-Gasses) <span style="float: right;">0.0000</span>
	<b>Scope 1 Total</b> <span style="float: right;"><b>0.0000</b></span>
<i>Given the unique nature of our business and the specific activities we engage in, ED Staffing's operations do not fall within the purview of Scope 1 emissions, which primarily pertain to direct emissions from owned or controlled sources. Consequently, our Scope 1 emissions register as zero.</i>	
<b>Scope 2</b>	<b>Scope 2 – Indirect Emissions</b> <span style="float: right;"><b>tCO<sub>2</sub>e</b></span>
	Electricity (Head office & Branches) <span style="float: right;">0.17894</span>
	<b>Scope 2 Total</b> <span style="float: right;"><b>0.17894</b></span>
	<i>Narratives</i>
<b>Scope 3</b> <b>(Included Sources)</b>	<b>Scope 3</b> <span style="float: right;"><b>tCO<sub>2</sub>e</b></span>
	Waste Generated in Operations <span style="float: right;">2.1000</span>
	Upstream transportation & distribution <span style="float: right;">0.0000</span>
	Downstream transportation & distribution <span style="float: right;">0.0000</span>
	Commuting (round trip to location) <span style="float: right;">0.0000</span>
	Work From Home <span style="float: right;">0.0000</span>
	<b>Scope 3 Total</b> <span style="float: right;"><b>2.1000</b></span>
<i>Due to the nature of our operations, we have no emissions in Scope 3 from upstream or downstream transportation. Nonetheless, we remain diligent in documenting and reporting any emissions in the upcoming update.</i>	
<b>Total Emissions</b>	<b>2.27894 tCO<sub>2</sub>e</b>

## Current Emissions Reporting

<b>Current Year: 2023</b>	
<b>Current year emissions:</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	<b>Scope 1 – Direct Emissions</b> <span style="float: right;"><b>tCO<sub>2</sub>e</b></span>
	Stationary Combustion (Boiler, Generator) <span style="float: right;">0.0000</span>
	Mobile Combustion (Company Fleet) <span style="float: right;">0.0000</span>
	Process Emissions (On-Site Manufacturing) <span style="float: right;">0.0000</span>
	Fugitive Emissions (F-Gasses) <span style="float: right;">0.0000</span>
	<b>Scope 1 Total</b> <span style="float: right;"><b>0.0000</b></span>
<i>Given the unique nature of our business and the specific activities we engage in, ED Staffing's operations do not fall within the purview of Scope 1 emissions, which primarily pertain to direct emissions from owned or controlled sources. Consequently, our Scope 1 emissions register as zero.</i>	
<b>Scope 2</b>	<b>Scope 2 – Indirect Emissions</b> <span style="float: right;"><b>tCO<sub>2</sub>e</b></span>
	Electricity (Head office & Branches) <span style="float: right;">0.17894</span>
	<b>Scope 2 Total</b> <span style="float: right;"><b>0.17894</b></span>
	Narratives
<b>Scope 3</b> <b>(Included Sources)</b>	<b>Scope 3</b> <span style="float: right;"><b>tCO<sub>2</sub>e</b></span>
	Waste Generated in Operations <span style="float: right;">2.1000</span>
	Upstream transportation & distribution <span style="float: right;">0.0000</span>
	Downstream transportation & distribution <span style="float: right;">0.0000</span>
	Commuting (round trip to location) <span style="float: right;">0.0000</span>
	Work From Home <span style="float: right;">0.0000</span>
	<b>Scope 3 Total</b> <span style="float: right;"><b>2.1000</b></span>
Narratives	
<b>Total Emissions</b>	<b>2.27894 tCO<sub>2</sub>e</b>
<b>Reporting Year: 2023</b>	

## ***Emission Reduction Targets for 2024***

As part of our ongoing commitment to sustainability and environmental responsibility, ED Staffing is pleased to establish the following emission reduction targets for 2024. These targets are aimed at further mitigating our environmental impact and contributing to a more sustainable future, taking into consideration the unique characteristics of our business and activities:

### **1. Scope 1 Emissions:**

Although our Scope 1 emissions are minimal, we will continue to implement measures to maintain these emissions at or near zero.

Explore opportunities for improving energy efficiency in our office facilities and any owned or controlled properties, including the adoption of renewable energy sources where feasible.

### **2. Scope 2 Emissions:**

Set a target to reduce Scope 2 emissions by 15% compared to our baseline from 2023.

Increase the use of clean and renewable energy sources for our office operations and, where applicable, actively seek green energy suppliers.

### **3. Scope 3 Emissions:**

Develop a comprehensive strategy to measure, track, and reduce emissions in Scope 3 categories, focusing on high-impact areas such as employee commuting and supply chain activities.

Collaborate with transportation providers to encourage low-emission and sustainable commuting options for our employees.

Engage with key suppliers to assess and improve their sustainability practices.

### **4. Waste Reduction:**

Aim to reduce waste generation by 20% compared to our baseline from 2023.

Promote recycling and sustainable waste management practices in our office spaces.

### **5. Employee Engagement:**

Continue and expand employee engagement programs to raise awareness of sustainability and carbon reduction efforts.

Encourage employees to contribute their ideas and participate in initiatives that support our emission reduction goals.

### **6. Annual Reporting and Monitoring:**

Regularly monitor our progress towards these targets throughout 2024.

Prepare an annual report on our carbon reduction efforts, including updates on achievements and areas for improvement.

These emission reduction targets for 2024 reflect ED Staffing's dedication to fostering a sustainable future. While our Scope 1 emissions remain low, our broader commitment to addressing Scope 2, Scope 3 emissions, waste reduction, and employee engagement underscores our holistic approach to carbon reduction. We will continue to adapt and evolve our strategies to meet and exceed these targets, ensuring that we make a positive contribution to the global effort to combat climate change.

## **Carbon Reduction Initiatives**

Adhering to ISO 14001 and PAS 2060 standards is an excellent approach for ED Staffing to ensure comprehensive and credible carbon reduction initiatives. Here are some recommended carbon reduction initiatives that ED Staffing will align with these standards:

### **1. Carbon Footprint Measurement and Reporting (ISO 14001):**

- Implement a robust carbon accounting system to accurately measure and report our organisation's carbon emissions.
- Ensure data accuracy and transparency in line with ISO 14064-1 and other relevant standards.
- Regularly update our carbon inventory, including Scope 1, 2, and 3 emissions.

## **2. Emission Reduction Targets (ISO 14001):**

- Set clear, measurable, and time-bound emission reduction targets that align with our organisational goals and environmental policy.
- Periodically review and update these targets to reflect changes in our business operations and evolving industry standards.

## **3. Employee Training and Awareness (ISO 14001):**

- Conduct training programs to educate employees on the organisation's environmental policy, carbon reduction initiatives, and the importance of their role in achieving these goals.
- Foster a culture of environmental responsibility and encourage active participation by employees.

## **4. Sustainable Procurement (ISO 14001):**

- Develop a procurement policy that prioritises suppliers with strong environmental practices and ethical standards.
- Consider product life cycle assessments to make informed decisions regarding the environmental impact of purchases.

## **5. Waste Reduction and Management (ISO 14001):**

- Implement a waste reduction program, emphasising recycling and responsible disposal.
- Set specific targets for reducing waste generation, and regularly audit waste management practices to ensure compliance.

## **6. Renewable Energy and Energy Efficiency (ISO 14001):**

- Transition to renewable energy sources for our operations, where feasible, and consider on-site energy generation.
- Implement energy-efficient technologies and practices, such as LED lighting, insulation improvements, and HVAC upgrades.

## **7. Carbon Neutrality and Offsetting (PAS 2060):**

- Calculate our organisation's remaining emissions after reduction efforts and commit to achieving carbon neutrality.



- Invest in high-quality carbon offset projects that meet the criteria specified in PAS 2060.

#### **8. Regular Audits and Compliance (ISO 14001 and PAS 2060):**

- Conduct regular internal audits to ensure compliance with ISO 14001 and PAS 2060 requirements.
- Engage third-party auditors or verifiers to assess and certify our carbon neutrality efforts.

#### **9. Continuous Improvement (ISO 14001):**

- Establish a framework for continual improvement in environmental performance.
- Periodically review our carbon reduction initiatives, assess their effectiveness, and make necessary adjustments.

#### **10. Stakeholder Engagement (PAS 2060):**

- Engage with stakeholders, including clients, suppliers, and employees, to communicate our commitment to carbon neutrality and encourage their support and involvement.

By implementing these initiatives in accordance with ISO 14001 and PAS 2060 standards, ED Staffing can ensure that its carbon reduction efforts are credible, measurable, and in line with internationally recognised environmental management practices. This will not only reduce the organisation's environmental impact but also enhance its reputation and competitiveness in the marketplace.

## **Declaration and Sign Off**

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard<sup>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</sup>.

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and the required subset of Scope 3 emissions have been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard<sup>3</sup>.

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<sup>1</sup><https://ghgprotocol.org/corporate-standard>

<sup>2</sup><https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>3</sup><https://ghgprotocol.org/standards/scope-3-standard>





This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

**Signed on behalf of ED Staffing:**

A handwritten signature in black ink, appearing to read 'Fiona Bateman', is written over a light grey rectangular background.

Fiona Bateman.....

Date: 20.01.2024